

RECYCLING GUIDE



Recycling will be collected on a dual stream alternating week collection of Paper Fibres and Comingled Containers.

WEEK 1 | PAPER FIBRES



Household Paper: Includes mail, computer paper, white and coloured paper, envelopes, folders, brown paper bags, hard and soft covered books (hardcover removed). DO NOT include: soiled papers, waxed or foil coated paper. Shredded or whole paper in a clear plastic bag is acceptable (Place beside blue box).



Boxboard: Includes cereal boxes, cracker boxes, tissue boxes, detergent boxes, paper egg cartons, toilet paper, paper towel rolls and shoe boxes. Flatten and remove liners and plastic windows.



Newspaper and Telephone Books: Includes newspaper, inserts and flyers.



Corrugated Cardboard Boxes: Includes corrugated cardboard is the strong waffle type cardboard. Flatted and tie in bundles. Please remove food residue and liners from pizza boxes.

Magazines and Catalogues: Includes magazines and catalogues.

WEEK 2 | COMINGLED CONTAINERS



Glass Bottles and Jars: Includes food and beverage ONLY. Please rinse. Labels are permitted. Remove and include lids. DO NOT include: light bulbs, window glass, drinking glasses.



Aluminum Foil Containers: Includes pie plates, baking pans and foil only take-out food containers. Only CLEAN items are accepted.



Metal Food and Beverage Cans: Place lid inside and pinch top to keep lid inside. Please rinse.



Plastic Bottles, Jugs and Tubs: Containers MUST be marked as follows: #1 PETE Bottles. #2 – #7 Bottles, tubs and lids. Please rinse. DO NOT include: plastic items other than those listed above, children's toys, flower pots unmarked bottles and jugs, motor oil containers.



Paint Cans: EMPTY paint cans – remove and include lid (NO PLASTIC with metal tops and/or bottoms or handles).



Milk and paper bags and Tetra Packs: Includes milk and juice cartons, tetra packs including boxes, ice cream containers. Please rinse.

BLUE BOX CONTAINERS



Contact Topps Environmental Solutions regarding replacement bins.

Blue Boxes should be no larger than 18" x 20" x 22" or an equivalent size container for recycling. Do not use garbage bags, garbage containers or clear plastic bags for recycling items. Clear plastic bags can be used for shredded paper only.

ITEMS NOT ACCEPTED IN THE BLUE BOX

- Textiles, clothing, shoes, plastic toys. "Real" zippered plastic bags from blankets etc.
- Film plastic including grocery and shopping bags. Fiber glass feed bags.
- Hard & soft cover books (pages removed from the cover and binding).
- Broken window glass, ceramic dishes, mirrors, pots & pans
- Tupperware, Rubbermaid or similar products
- Bubble wrap, sponge foam, Styrofoam (all types)
- Batteries and Electronics

COMMON REASONS WHY YOUR RECYCLING MAY HAVE NOT BEEN PICKED UP:

- Wrong collection week. Check schedule to ensure the materials set out correspond with the product being collected.
- Recycling was not out on time when the truck went by. Blue Box is to be at the curb by **7:30 a.m.**
- The material was not sorted properly and/or was mixed. Containers and Paper Fibres **must** be kept separate.
- There were significant non-recyclable items mixed with good recyclables.
- The "plain view" of your container was blocked from the driver's view.
- The size of bin does not meet the requirements – please no larger than 18" x 20" x 22".

QUESTIONS? Contact Topps Environmental Solutions

Tel: (613) 257-1195 or Email: help@toppsenv.com